

Town of Milton
115 Federal St
Milton, DE 19968



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March 26, 2021

To: Mayor and Town Council

From: Robert Wilson, Code Enforcement Officer

Re: Code Department Monthly Report

Attached you will find a report containing the majority of the duties performed by the code enforcement officer for the month of March, 2021. I am able to elaborate on any, and all, of the duties that are present in this report, if necessary.

Please feel free to contact me if there are any questions and/or comments.

C.E. MONTHLY REPORT – MARCH 2021

Permits Issued:

704 Chestnut St.	Pave Section of Chestnut
110 Broadkill Rd.	Commercial Sign
404 Village Center Blvd.	Replace Rear Door
102 Union St.	Sign Install
210 Chandler St.	Replace Roofing Materials
301 Coulter St.	Fence
104 Wagamons Blvd.	Replace Decking Boards
200 Sundance Ln.	Paver Patio
326 Mariners Cr.	Finish Portion of Basement
201 Chandler St.	Replace Window & Door
306 Coulter St.	Single Family Dwelling
108 Federal St.	Commercial Signage
1003 Atlantic Ave.	Single Family Dwelling
108 Federal St.	Roof Repair
106 Wagamons Blvd.	Fence
204 Lake Dr.	Pole Building Addition
301 Union St.	Repair/Replace Fence
103 Federal St.	Replace Drywall in Apt.
300 Village Center Blvd.	Fence

- Performed **10** Final Inspections to Close Permits
- Issued **66** Certificates of Occupancy/Compliance
- Performed **3** New Residential Rental Inspection

Violations:

Housing Standards	2
Work w/o Bus. License	7
Sidewalk Obstruction	2
Nuisances	3
Temp. Sign in ROW	3
Building Construction	1
Work w/o Permit	2
Un-Reg. Vehicle	2

Certified Letters Mailed:

Housing Standards	1
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C.E. MONTHLY REPORT – MARCH 2021

Business License	1
Nuisances	4
Vehicles	3

Business Licenses Issued:

General Services	14
Professional Services	4
Residential Contractor	8
Commercial Contractor	5
Merchant Retailer	1
Residential Rental	3
Garage	1
Kiosk	1

3/01/21 – Spoke to a resident regarding construction hours & new construction grading.

3/01/21 – Investigated telephone complaint about poor final grading after construction.

3/03/21 – Spoke with contractor regarding setbacks and permits.

3/03/21 – Investigated complaint of fallen limbs accumulation on a property.

3/04/21 – Spoke with property owner about setbacks and obtaining a variance.

3/05/21 – Spoke with resident regarding building inspections.

3/05/21 – Spoke to contractor regarding licensing.

3/05/21 – Spoke with builder pertaining to new construction permit and inspection fees.

3/09/21 – Spoke with resident about permitting and swimming pools.

3/15/21 – Spoke to property owner regarding permitting for paving a driveway.

3/17/21 – Spoke with a resident about digging a deck footer near sewer cleanout.

3/18/21 – Spoke with prospective property owner about rental inspection and licensing.

3/22/21 – Spoke to a resident regarding mother-in-law suite and permitting.

3/22/21 – Spoke to contractor about business licensing.

C.E. MONTHLY REPORT – MARCH 2021

3/22/21 – Performed residential rental fire safety inspection at 703 S. Spinnaker Lane.

3/23/21 – Attended virtual Floodplain Community Rating System Workshop 9:00-4:30.

3/24/21 – Attended virtual Floodplain Community Rating System Workshop 9:00-4:30.